

## **AGENDA FOR CHANGE**

### **Questions and Answers for roll-out sites (24-11-05)**

Section 2: Working or providing emergency cover outside normal hours:  
paragraph 7

#### **Question**

If staff who have contracts described in 2.7 and have local “premium” arrangements for TOIL, undertake Bank Holiday working how is their TOIL allocated in respect of paragraph 13.4.

#### **Answer**

Staff who have contracts as described in 2.7 are entitled to a TOIL entitlement as provided in their “locally determined” unsocial hours provisions for the duration of the interim regime. Where, under this paragraph, existing local arrangements are retained “payment” also covers “TOIL” arrangements.

Section 6: Career and pay progression: paragraphs 6.16 to 6.18

Question

What happens if you are assimilated directly onto the “second pay gateway” incremental point? Do you have to go through the KSF gateway review process in order to progress through the increments to the top of the band?

Answer

If you assimilated onto the second pay gateway increment within the band you will not need a KSF pay gateway review to continue incremental progression up the band. You will however be required to have an annual KSF development review against the post outline to assist with learning needs and career planning.

Section 46: Assimilation and protection: paragraph 2 (first bullet point)

Question

If a member of staff on a local contract is offered assimilation to a pay band where the matching or evaluation outcome is subject to review, can the post holder defer a decision until the outcome of the review is known, but still maintain the original effective date of assimilation?

Answer

Yes

Section 46: Assimilation and Protection: paragraph 15

Question

Can a new appointee be placed on a Transitional Point where there are no other members of their job/professional group in that unit (or equivalent work area) on a Transitional Point in their pay band.

Answer

Paragraph 46.15 is clear on this point. Staff can only be appointed to a Transitional Point where there are already other staff in their job/professional group in that unit (or equivalent work area) on a Transitional Point.”

Section 46: Assimilation and protection: paragraph 46.34

Question

What happens where an employee, who has their annual leave entitlement protected moves employer/post? Do they retain the protection?

Answer

Paragraph 46.34 applies. "Any member of staff whose leave entitlement is reduced under Agenda for Change will have their existing entitlement protected for five years from the date of assimilation onto the new system." Individuals would retain their protection subject to continuity of service. Where there is a break in service, however, protection no longer applies.

Annex R: Guidance on the application of nationally agreed recruitment and retention premia: paragraph 13

Question

Are trusts that employ maintenance crafts persons and Qualified Maintenance Technicians required to pay the specified amount of National Recruitment and Retention Premia or can this amount be varied to a lower rate or not paid at all?

Answer

The amount specified in Annex R should be paid to all staff so designated. RRP cannot be paid at less than the agreed national rate (£2,899). The nationally agreed rate can be increased “where it is necessary to ensure no loss under the rules in paragraphs 4 to 7” in Annex R (paragraph 13 in Annex R). The minimum level of RRP in Annex R should be paid until it is otherwise varied by the Staff Council.

Annex T: Development of professional roles: paragraph 3.

Question

Will guidance be provided (in partnership) in respect of the application of paragraph 3 other than that which is already described?

Answer

There are no plans for further guidance on Annex T.